

MILPERSMAN 1306-802

SURFACE SHIPS UNDERGOING CONSTRUCTION/CONVERSION

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References	NAVSO P-6034, Joint Federal Travel Regulations (JFTR), Chapters 4 and 5 OPNAVINST 6110.1G SECNAVINST 4650.19C
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1. **Policy.** Personnel assigned to all new construction surface ships will first report to the ship's Pre-Commissioning Unit (PRECOMMUNIT), located at either Fleet Training Center (FTC) Norfolk, VA, or FTC San Diego, CA, depending on the ship's prospective homeport. After a two-month training period, most personnel will report to their respective shipyard.

2. **Entitlements**

a. **Personnel Ordered "For Duty In Connection With Fitting Out" (DUTY CFO)(ACC-106).** A member ordered to either the PRECOMMUNIT or to the shipyard for a period in excess of 6 months will report DUTCFO. This will entitle the member to move family members/household goods to that location.

(1) Approximately 4 months prior to the ship being placed "In Service," a second set of Permanent Change of Station (PCS) orders will be issued entitling the member to move family members/household goods to the ship's homeport.

(2) Members will receive sea duty credit for the time served in ACC 106, up to a maximum of 12 months.

(3) Members ordered FORDUCFO are **not** entitled to per diem.

(4) For specific entitlement information, consult the NAVSO P-6034, chapter 5, part B.

b. **Personnel Ordered For "Temporary Duty In Connection With Fitting Out" (TEMDU CFO)(ACC-352).** Personnel who are assigned to

the PRECOMMUNIT for less than 6 months prior to the ship's placement "In Service" will report to that site TEMDU CFO.

(1) Personnel who report TEMDU CFO may be authorized to draw per diem. The authorization for per diem will cease when the member reports to an activity for duty.

(2) Personnel who report TEMDU CFO are only authorized to move family members/household goods to the post-commissioning homeport of the activity where they are reporting for duty, if prior to the promulgation date.

(3) Members will not receive any sea duty credit for the time served in ACC 352.

(4) Members will not be entitled to move family members/household goods to the ship's prospective homeport until CNO makes the official homeport announcement.

(5) For specific entitlement information, consult the NAVSO P-6034, chapter 4, part C.

3. **Qualifications for Assignment.** The Pre-commissioning period of a unit undergoing new construction/conversion is a fast paced, demanding period that requires the highest level of performance from each individual assigned.

a. This period requires intensive effort to establish the administrative and training readiness of the unit for future operations. Additionally, the PRECOMMUNIT is not equipped to handle excessive personnel-related administrative burdens. In view of this, all personnel ordered to duty on new construction surface ships must meet the following minimum standards:

(1) No prior conviction by courts-martial.

(2) No non-judicial punishments (NJP) or civil violations, other than minor traffic offenses, for the past 12 months.

(3) Is member currently within height, weight or body fat standards, and has member passed the most recent regularly scheduled Physical Fitness Assessment (PFA) per OPNAVINST 6110.1G.

(4) No indebtedness problems of a serious or chronic nature.

(5) No significant history of serious physical or mental health problems of a probable recurrent nature.

(6) No evidence of drug abuse in the past 12 months. Pre-service drug experimentation is not a disqualifying factor.

(7) No alcohol related incidents in the past 12 months.

(8) Must be a U.S. citizen if assigned to a nuclear powered ship.

(9) Performance marks at least 3.0 on all traits, been recommended for retention and promotable or higher for the previous 24 months.

(10) Member must be able to complete obligated service (OBLISERV) requirements for current or prospective paygrade prior to High Year Tenure. Waivers to High Year Tenure must be approved prior to issuance of orders/authorization to transition.

4. Volunteering for Assignment to Ships Under Construction.

Personnel desiring to volunteer for assignment to ships under construction should contact their respective rating detailers regarding new construction billet availability and to obtain further guidance on requesting new construction duty.

a. **Nuclear Power Trained Personnel.** Except for a small number for prototype graduates ordered directly to new construction duty, nuclear power trained personnel must complete at least 12 months in an operational nuclear power billet prior to being assigned to new construction duty. Members who are sea experienced must be qualified for those watch stations that are commensurate with their rate and NEC.

b. **Previous Benefits.** Members awaiting Selected Training and Retention (STAR)/reenlistment assignment benefits must indicate in writing that they are willing to waive or delay such assignment benefits until they have been on board 24 months after ship's placement "In Service." OBLISERV requirements associated with a particular benefit must be met when the individual ultimately resubmits a request for the benefits, which were previously guaranteed as a STAR/other reenlistment incentive.

c. **Commanding Officer (CO) Endorsement.** COs are required to make comments concerning the member's suitability for assignment utilizing the criteria set forth in paragraph 3. Additionally, COs are requested to provide the following information regarding the member:

- (1) Extent of watch qualifications attained.
- (2) Special Training (service school attended and completion date of each).
- (3) Agreement to incur sufficient OBLISERV, if applicable.
- (4) Security clearance.
- (5) Whether STAR/other reenlistment benefits are pending, and whether the member is willing to waive or defer it, if applicable.
- (6) For nuclear power trained personnel, include certified copies of last two NAVPERS 1616/26 (7-95), Evaluation Report and Counseling Record.

5. **Suitability Determination and Reporting Requirements.** The transferring command will determine suitability/unsuitability for assignment to new construction duty within 10 days of receipt of the assignment directive, and submit a report of suitability/unsuitability to Navy Personnel Command (NAVPERSCOM) (PERS-402D)/EPMAC (EP-40).

a. Determination of suitability/unsuitability will be based on the criteria identified in paragraph 3 and will include a review of service and medical records.

b. If a member fails to meet any of the minimum standards that are outlined in paragraph 3, submit a report of unsuitability to NAVPERSCOM (PERS-402D)/EPMAC (EP-40) specifying the disqualifying factors and hold the assignment directive in abeyance pending direction from NAVPERSCOM/EPMAC.

c. Should circumstances following an initial finding of suitability later make member unsuitable for assignment, submit a report of unsuitability as soon as possible. (**Note:** Transfer evaluation marks below the minimum standards identified in paragraph 5 are disqualifying and a report of unsuitability is required.)

d. Use of MILPERSMAN 1306-800 Exhibit 1, New Construction Screening Form is required.

6. **Waivers.** If a member fails to meet the minimum requirements, a waiver of disqualifying criteria may be requested from NAVPERSCOM (PERS-402D)/EPMAC (EP-40) if recommended by the

transferring command, Commanding Officer. NAVPERSCOM/EPMAC retains waiver authority.

7. **Personnel Stability.** Members who have completed their Prescribed Sea Tour (PST) will only be considered for assignment to ships under construction if they indicate their volunteer status in writing, or in response to a request submitted to NAVPERSCOM (PERS-402D) and have approval granted to extend at sea for the additional time required to meet the Projected Rotation Date (PRD).

a. **OBLISERV Requirements.** Personnel assigned to ships under construction/conversion will be required to incur sufficient OBLISERV to complete a minimum 24 months on board after ship's placement "In Service" or minimum DoD Area Tour for those units assigned overseas. A slippage in the date will **not** incur additional OBLISERV.

(1) Requests for transfer to Fleet Reserve will not be favorably endorsed for effective dates prior to 24 months after ship's placement "In Service."

(2) Must possess required OBLISERV appropriate for the length of training as per MILPERSMAN 1306-604.

(3) Must possess required OBLISERV prior to execution of orders per MILPERSMAN 1306-106.

b. **Assigning PRDs.** In all cases PRDs will be assigned for not less than 24 months from the date of ship's placement "In Service," additionally:

(1) For personnel without prior sea duty, PRDs are assigned:

(a) To PST for members on second or subsequent enlistment.

(b) To PST for members on first enlistment.

(2) For personnel with prior sea duty, PRDs are assigned to PST, but not less than 24 months after ship's placement "In Service."

8. **Permanent Change of Station (PCS) Orders to Ships Under Construction at Civilian Shipbuilding Companies or Yards.** A PRECOMMUNIT for each ship under construction at a civilian shipbuilding company or yard has been established with its

assigned location the same as the civilian shipbuilding company or yard.

a. These units allow processing of electronic PCS orders for members assigned to, and detached from, DUTY CFO or TEMDU CFO at the ships construction site.

b. Reporting and detaching procedures for PCS orders to ships under construction are provided in Exhibit 1.

EXHIBIT 1

REPORTING AND DETACHING PROCEDURES FOR PCS ORDERS TO SHIPS UNDER CONSTRUCTION

1. DUTY CFO (6 MONTHS OR MORE)

a. Two (2) sets of PCS orders will be issued by NAVPERSCOM when it is determined by the detailer that the delivery date of the vessel will be 6 months or more from the member's EDA at the ship's PRECOMMUNIT based on the Current Ships Phasing Plan (CSPP).

b. The following procedures apply:

(1) Member's first PCS orders will be to the ship's PRECOMMUNIT, located at the construction/conversion site. Upon arrival the member will report to the appropriate reporting senior for "DUTY CFO AT (shipbuilding company/yard)." No per diem entitlements exist. PCS entitlements are to the PRECOMMUNIT's assigned permanent duty station (PDS). Members assigned to DUTY CFO (ACC: 106) may be entitled to transportation costs from ship's construction site to the assigned initial homeport (if different than the construction site) or to where the family members are residing per NAVSO P-6034, para. U7115-B.

(2) Member's second PCS orders will be issued upon release of the CNO message assigning the initial homeport for the vessel. The UIC of the PRECOMMUNIT will be activated and assigned the area city code (ATC) as of the date of the CNO message. The orders will include the following Personnel Text (PTEXT) (P62038):

"ON _____ CNO ASSIGNED (city, state/country) AS THE HOMEPORT FOR (vessel's name and hull number) EFFECTIVE UPON COMMISSIONING.

A COPY OF THIS MODIFICATION MUST BE IMMEDIATELY DELIVERED TO THE PERSONAL PROPERTY TRANSPORTATION OFFICE ARRANGING SHIPMENT OF HOUSEHOLD GOODS; ALSO TO THE NAVY PASSENGER TRANSPORTATION OFFICE ARRANGING DEPENDENT TRAVEL."

c. These orders will detach the member from "DUTY CFO" (ACC-106) with the PRECOMMUNIT and direct the member to report to the vessel for duty (ACC-100) on board when placed "IN SERVICE."

No per diem entitlements exist. PCS entitlements are to the homeport as assigned by the CNO, or designated place if assigned to unusual arduous sea duty under NAVSO P-6034, para. 5222-d and

SECNAVINST 4650.19C. These orders to sea duty meet DoD Time on Station exemption and no waiver is required.

2. TEMDU CFO (LESS THAN 6 MONTHS)

a. Members will be issued one (1) PCS order by NAVPERSCOM when it is determined by the detailee that the delivery date of the vessel will be less than 6 months from the member's EDA at the ship's PRECOMMUNIT based on the CSPP.

b. When orders are issued **after** the CNO message has been released assigning the ship's initial homeport, the member will be ordered to report to the PRECOMMUNIT UIC (intermediate activity) for "TEMDU CFO (ACC-352) AT (shipbuilding company or yard.)" Upon detachment from TEMDU CFO the member will be "DUTY (ACC-100) ON BOARD WHEN PLACED IN SERVICE." The orders will include the following PTEXT (P62038):

"ON _____ CNO ASSIGNED (city, state/country) AS THE HOMEPORT FOR (vessel's name and hull number) EFFECTIVE UPON COMMISSIONING.

A COPY OF THIS MODIFICATION MUST BE IMMEDIATELY DELIVERED TO THE PERSONAL PROPERTY TRANSPORTATION OFFICE ARRANGING SHIPMENT OF HOUSEHOLD GOODS; ALSO TO THE NAVY PASSENGER TRANSPORTATION OFFICE ARRANGING DEPENDENT TRAVEL."

c. Per diem cost will incur if the initial homeport of the vessel is not the same as the construction site. If the initial homeport and the construction site are the same, per diem stops as soon as permanent quarters are occupied, or on the date the member's assignment is changed from TEMDU CFO (ACC-352) to DUTY (ACC-100), per NAVSO P-6034, para. U4105-A. Also see NAVSO P-6034, para. U4102-G. PCS entitlements are to the vessel's initial homeport as assigned by CNO, or to designated place if assigned to unusual arduous sea duty under NAVSO P-6034, para. U5222-D and SECNAVINST 4650.19C.

d. If the member occupies permanent quarters in anticipation of the construction site and the homeport being the same, per diem ceases when the homeport is assigned and it is the same as the construction site. Entitlements to dependents' transportation are not to exceed the cost of that from the old permanent duty station to the initial homeport unless the vessel will be designated unusually arduous sea duty when commissioned. TEMDU CFO is not considered indeterminate temporary duty under purview of the NAVSO P-6034, chapter 4, part G.

3. ORDERS TO A VESSEL REMAINING AT THE CONSTRUCTION SITE FOR 6 MONTHS OR MORE AFTER COMMISSIONING (FOR POST COMMISSIONING WORK) AND CNO ASSIGNS THAT SAME SITE AS SHIP'S INITIAL HOMEPORT.

a. Procedures for assigning members to TEMDU CFO (ACC-352) or DUTY CFO (ACC-106) are same as previously specified.

b. In PCS orders detaching member from DUTY CFO (ACC-106) and directing them to report for DUTY CFO (ACC-100) and the initial homeport assignment location is the same as the PRECOMMUNIT (construction site) no PCS entitlements should incur. However, in some situations they may incur, depending upon decisions made by the member (regarding transportation of family members/household goods) under previous PCS orders to DUTY CFO (ACC-106). These orders to sea duty meet DoD TOS exemption and no waiver is required.

c. In orders where member is directed, upon completion of TEMDU CFO (ACC-352), to report for DUTY (ACC-100) on board when placed in service, PCS entitlements, if any, are from the old permanent duty station to the initial homeport (same as the PRECOMMUNIT UIC location/construction site). Again, once the member occupies permanent quarters, or on the date the member's assignment is changed from TEMDU CFO (ACC-352), OR TAD, to DUTY CFO (ACC-100) per NAVSO P-6034, para. U4105-A

d. 6 months prior to completion of the post-commissioning work, CNO promulgates a homeport "change" from first (initial) homeport (same as construction site) to the ultimate homeport. When appropriate, members on board will receive a homeport change certificate, which entitles them to a PCS move from the initial homeport (construction site) to the new homeport.

4. PROCEDURES IN CONNECTION WITH SHIP DELIVERY SLIPPAGES

a. All personnel ordered to TEMDU (ACC-352) in connection with precommissioning training at FTCs, or TEMDU CFO (ACC-352) with the PRECOMMUNIT at the construction site, are so ordered with the understanding that "no period of TEMDU at any one location, from the best information available at the time orders are written, is anticipated to be in excess of 6 months." When it is officially determined by appropriate authority that a slippage in ship delivery of the vessel will occur, NAVPERSCOM will be notified by the Program Office.

b. To ensure that per diem payments to members assigned to TEMDU (ACC-352) at FTCs, or TEMDU CFO (ACC-352) are not suddenly terminated; NAVPERSCOM, EPMAC, or CO, PRECOMMUNIT/PCO, will be responsible for the following procedures:

(1) Additional Period "Exceeds" 6 Months. When slippage occurs after personnel have reported for TEMDU (ACC-352) Pre-commissioning training at FTCs, or TEMDU CFO (ACC-352) with PRECOMMUNIT at the construction site, and the remaining time from the date the determination is made until the new projected commissioning date will exceed 6 months. NAVPERSCOM (PERS-402D) and EPMAC (Code 40) for non-designated enlisted personnel, will issue appropriate order modifications changing the member's status at:

(a) **FTCs:** Status from TEMDU (ACC-352) Pre-commissioning training to DUTY (ACC-106) commissioning training; or

(b) **PRECOMMUNITs:** From TEMDU CFO (ACC-352) to DUTY (ACC-106)

(c) **FTCs and PRECOMMUNITs:** disband the precommissioning detail in the case of extreme slippage of ship's delivery date.

(2) Additional Period is "Less" Than 6 Months. When slippage occurs after personnel have reported to Fleet Training Centers for TEMDU (ACC-352) Pre-commissioning training, or PRECOMMUNITs for TEMDU CFO (ACC-352) and the remaining period of time until the vessel's commissioning, or placement in service (for USNS ships), date is less than 6 months, the following procedures will apply for:

(a) **FTCs:** NAVPERSCOM (PERS-402D) and EPMAC (Code 40) for non-rated/designated enlisted personnel, will issue appropriate order modifications. These modifications will either change the member's status from TEMDU (ACC-352) Pre-commissioning training to DUTY (ACC-100) Pre-commissioning training, or extend present period of TEMDU (ACC-352) Pre-commissioning training for an additional period (not to exceed 6 months from date of NAVPERSCOM or EPMAC order modification).

(b) **PRECOMMUNITs:** the PCO of the vessel under construction is authorized, under MILPERSMAN 1320-030 to modify NAVPERSCOM or EMPAC orders of military personnel under their command to extend their present period of TEMDU CFO (ACC-352). The modification will be an endorsement to member's orders to extend their present period of TEMDU CFO for an additional period not to exceed 6 months from date of endorsement. The endorsement will include:

1. Date the TEMDU CFO is extended;
 2. Reason for such extension;
 3. New estimated date of completion of TEMDU CFO (which cannot exceed 6 months (or 180 days) from the date the TEMDU CFO is extended); and
 4. Copies of endorsement modification(s) will be forwarded to: NAVPERSCOM (PERS-402D) or EPMAC (Code 40) of all non-rated/designated enlisted personnel. NAVPERSCOM will use these copies to "manually" update the member's master record/file accordingly.
- c. In order to account and protect payments of per diem, orders which specify any kind of TEMDU (including CFO) followed by the words "FOR APPROXIMATELY ____ DAYS" must be modified to reflect any additional, or expanded period of assignment. This is not necessary for relatively insignificant extensions of 7 days or less when the period of TEMDU or TEMDUINS is more than 30 days, or 3 days or less when the period of TEMDU or TEMDUINS is less than 30 days.
- d. If any additional slippage of commissioning, or placement in service of USNS ships date occurs, appropriate action(s) outlined above will again be required.